## Approved For Release 2001/07/31 : CARDP55 00001A000100160008-1

23 November 1951

## REPORT FOR THE WEEK OF 19 - 23 NOVEMBER

To:

From:

25X1A9a

- on bills rendered to date for 25X1A5a1 Completed check with l. UTG/A Russian and forwarded same for payment.
- Prepared for reproduction and distribution announcement of 2. UTG/A schedules for the first six months of calendar 1952.
- The new group of UTG/A Russian, Class XII, that got under way 3. at on Monday of this week has leveled off at 9. This group is about equally divided between provisionally-cleared and regular employees.

25X1A5a1

25X1A

- 4.
- Prepared job description of Chief, General Training Division 5. for use particularly within the Agency in recruiting a replacement.



25X1A9a

box no. fld no. doc. no. 8 no change IN CLASS/ DECLASS/ CLASS CHANGED TO: TS & CAET. PUST. ZZ NEXT REV DATE 89 HEV DATE ) 9 24 HEVIEWERS 20 3 TYPE DOC. 03 NO. PGS | CREATION DATE OFG COMP // OPI II OFG CLASS W REV CLASS O BEV COORD. AUTH: HR 70-3